

REGULAR COUNCIL MEETING FEBRUARY 12, 2018 7:00 P.M.

The meeting was opened by announcing this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, The New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office and on the City's website at www.newrichmondwi.gov. Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Alderman Kittel, Ard, Jackson, Montello, Volkert and Zajkowski

Members Absent: Mayor Fred Horne

The Pledge of Allegiance was recited.

Alderman Zajkowski moved to adopt the agenda as presented, seconded by Alderman Kittel and carried.

Public Comment

Wendy Dadez and Linda Hendricks spoke about the referendum question that will be on the April ballot. Shall the County of St. Croix adopt the following resolution? "Resolved, that "We the People" of the County of St. Croix, Wisconsin, seek to reclaim democracy from the expansion of corporate personhood rights and the corrupting influence of unregulated political contributions and spending. We stand with communities across the county to support passage of an amendment to the United States Constitution stating: 1) Only human beings are endowed with constitutional rights – not corporations, unions, nonprofits or other artificial entities, and 2) Money is not speech, and therefore regulating political contributions and spending is not equivalent to limiting speech.

Consent Agenda

1. Approval of the Minutes from the Previous Regular Council Meeting, January 8, 2018 and Special Council Meeting, January 13, 2018
2. Application for License to Serve from Brett M. Johnson, Osceola; Charlotte N. Gillen, Osceola; and Thomas L. Dickson, New Richmond
3. Application for Temporary Class B License from the New Richmond Fire Department for Saturday, April 14, 2018 at 106 South Arch Avenue for the Annual Chili Feed
4. Application for Temporary Class B License from the Knights of Columbus at 155 East Fourth Street on March 4, 9, 11, 18, 23, 25, 30, April 8, 15, 22, 27, 29, May 6, 13, 20, and July 13-14, 2018
5. Application for Street Use Permit for April 14, 2018 on Arch Avenue from First Street to Second Street from 3:00 p.m. to 9:00 p.m. for the Annual Chili Feed
6. Application for a Run/Walk Permit from the New Richmond Area Centre for May 5 & 18, 2018 at 8:00 a.m.
7. Payment of VO#61604 through VO#61761 totaling \$2,702,438.32 plus electronic fund transfers totaling \$9,368,299.31 for a grand total of \$12,070,737.63

General Fund	\$9,728,225.43
Impact Fees Fund	1,834.00
Cemetery Fund	13.07
Debt Service Fund	7,292.94
Capital Projects	15,507.65
Capital Replacement Fund	214,770.53
Landfill Cleanup Fund	6,016.84
TID District #6	10,320.53
Storm Water Utility	13,661.25
Park land Trust Fund	655.01
Tax Agency Fund	2,072,440.38

Alderman Ard moved to approve the consent agenda as presented, seconded by Alderman Kittel and carried.

Recognition/Appreciation – Comprehensive Plan Committee

Beth Thompson explained this group will present the findings to the public at the State of the City on February 23, 2018 at WITC at 8:00 a.m. They will also be presenting to the Rotary Club and the Kiwanis group. Beth thanked the group for their hard work. Mike Darrow thanked the Comprehensive Plan Committee along with Beth Thompson for their hard work on the comprehensive plan. Council Members thanked this committee for their hard work as well. When the Comprehensive Plan is adopted, this group will be invited back to the Council meeting.

Department Reports

Administration – Mike Darrow stated the Library Director interviews will be on Friday, February 16, 2018. Thirty people will be involved in this process, including Council members, community members, City staff and the Library Board. Noah Wiedenfeld explained the Historic Preservation Commission voted recently to increase the façade grant awards to a maximum of \$5,000. Noah congratulated the Chamber of Commerce on a great event and congratulated the award nominees and award recipients at the Chamber Annual Banquet.

Finance – Rae Ann Ailts reported the list projects for the Capital Improvement Plan is on the City website. Tax collections just finished last week and Rae Ann showed a chart of the collection trends for the last five years. More people are paying their entire tax bill by the January 31 due date rather than making a second payment in July. The amount of taxes collected in December of 2017 and January of 2018 totaled \$10,778,221. Two new employees have started with New Richmond Utilities. Joel Enders started as a Management Analyst and Darren O’Flanagan started as a Journeyman Line worker.

Community Development - Beth Thompson explained the new process for code enforcement. There will be a new tab on the City website called “Keep it Beautiful” that will link to an online form for residents to fill out to report any type of issue or complaint. All of these will go to one point of contact, that person will log the complaint and forward to the proper City Staff. The issues will be put in a database that will be mapped in our GIS system for future reference.

Public Works – Jeremiah Wendt explained there was an open house earlier this evening for the County Highway A Trail and 125th Street Projects. The former Dairy Queen building demolition started today. A picture was posted showing half the building torn down. The plan is to have the rest of the building on the ground tomorrow and continue this week to dispose of the material.

Library – Noah Wiedenfeld stated the Library is accepting food for fines this week. One food item equals \$1 in library fines up to 10 items. There will be a class on February 15 at 6:30 p.m. at the

Library for learning about Emerald Ash Borer. On February 19, 2018, the Snake Discovery will be at the Library at 1:00 p.m.

Police – Officer Kramlet reported that Chief Yehlik is attending the Chiefs Association Conference at this time. Lieutenant Koehler and Officer Chevrier are in St. Paul for the K-9 Orientation. The New Richmond Police Department participated in a human trafficking/sex trafficking operation on Wednesday and Thursday prior to the Super Bowl. Five arrests were made and two victims were saved. The transition is complete for firearms and radios. Officer Anderson and Officer Crubaugh finished instructor development training. The K-9 naming vote is complete and the name selected for the K-9 is Storm.

Fire – Noah Wiedenfeld stated the Fire Department participated in Collin's Community Hero Day. There were 31 incidents in January which is much higher than previous years. Several trainings were held including EMR, Communicable Diseases, Patient Size-up, Confined Space, Vortex setup and use and the EMT class is still on-going.

Airport – Mike Demulling gave a recap of the Super Bowl. The New Richmond Airport received media coverage in the New Richmond News, Eau Claire Leader Telegram, Wisconsin State Journal and USA Today. Forty aircraft were at the airport over the weekend. Everything went well and there were many volunteers helping over the course of the weekend. Celebrities at the airport included Sheryl Crow, Jimmy Fallon and Terry Bradshaw. Council members congratulated Mike for all the work and planning that went into this operation. Everything went like clockwork. The Lieutenant Governor will be at the airport tomorrow visiting aviation businesses. The rotating beacon needs to be replaced at a cost of \$7,500. The snow blowers are down but should be back up and running this week.

City Clerk -

Tanya Batchelor stated there will be a Primary Election on February 20, 2018 for Justice of the Supreme Court. Polls are open from 7:00 a.m. to 8:00 p.m. Be sure to bring a valid driver's license and your registration card. If you have misplaced your registration card, we can make you a new one. Absentee voting is available in the Clerk's office now through Friday, February 16, 2018 at 5:00 p.m. The last day to have a ballot mailed to you is Thursday, February 15, 2018.

Mayor's Appointments

Mike Darrow explained the Library Board interviewed Patricia Van Nevel and Jarell Kuney and recommended appointment by the Mayor. Alderman Ard moved to confirm these appointments, seconded by Alderman Zajkowski, and carried.

Plan Commission Recommendations

James Place PUD Amendment

Beth Thompson explained the James Place Planned Unit Development Amendment and Certified Survey Map. The last two building slabs were poured five feet to the west of the plan. This amendment will fix that and place the building center line in the proper place as well. The CSM also corrects additional road right-of-way that needs to be dedicated. Discussion followed. Alderman Ard moved to approve the Certified Survey Map, and suspend the rules and adopt Ordinance #506 amending the James Place Planned Unit Development with the following conditions:

- 1) Lots within the James Place PUD shall be subject to the following front and side yard setback requirements:

Interior Street		Side
Primary Front	Secondary Front	
25ft.	20ft.	14ft.

- 2) All grading, drainage, and erosion control issues shall be subject to review and approval of the Building Inspector and Public Works Director.
- 3) All utility issues shall be subject to review and approval of the Public Works Director.
- 4) The CSM for Lot 1 (proposed Lot 62) shall be revised to provide a drainage and utility easement with a minimum width of 10 feet parallel to the north lot line as required by Section 117-41.C.1 of the Subdivision Ordinance

Motion was seconded by Alderman Jackson and carried.

Woodland Creek PUD Amendment

Beth Thompson explained the Woodland Creed PUD Amendment and Certified Survey Map. The amendment changed the direction of two of the lots to allow a driveway at less of an incline and a change in the building design. Discussion followed. Alderman Ard moved to Certified Survey Map, and suspend the rules and adopt Ordinance #507 amending the Woodland Creek Planned Unit Development with the following conditions:

- 1) All grading, drainage, and erosion control issues shall be subject to review and approval of the Building Inspector and Public Works Director.
- 2) All utility issues shall be subject to review and approval of the Public Works Director.

Motion was seconded by Alderman Jackson and carried.

Amend Table 3 Zoning Ordinance

Noah Wiedenfeld discussed the amendment to Table 3 of the zoning ordinance to add Accredited Agriculture Education Facility as a conditional use within Z1 and Z2 districts. Discussion followed. Alderman Kittel moved to approve this amendment to Table 3, seconded by Alderman Zajkowski and carried.

Goat Ordinance

Noah Wiedenfeld explained the goat ordinance and answered questions. Discussion followed. Alderman Zajkowski moved to suspend the rules and adopt Ordinance #508, seconded by Alderman Ard and carried. Alderman Kittel voted no.

Certified Survey Map from Robin Haffner

Beth Thompson discussed the CSM from Robin Haffner. Discussion followed. Alderman Ard moved to approve the Certified Survey Map with the following conditions:

- 1) A declaration establishing rights and responsibilities for shared driveway access to 140th Street within the roadway easements dedication by the CSM shall be submitted for approval by City staff, executed by the property owner, and recorded with St. Croix County.
- 2) Park dedication requirements for the proposed CSM shall be satisfied as a cash fee in lieu of land paid as an impact fee at the time the building permit is issued; future resubdivision of the lots shall be subject to further park dedication requirements, including land dedication, in effect at the time of approval.
- 3) Single family dwellings constructed upon Lots 3 and 4 shall connect to City sanitary sewer and water utilities; all utility issues are subject to review and approval of the Public Works Director.
- 4) All grading, drainage, and erosion control issues are subject to review and approval of the Public Works Director.

Motion was seconded by Alderman Jackson and carried.

Public Works Committee Recommendations

Street Name Change

Jeremiah Wendt explained that High Street is not a continuous street and creates confusion for drivers trying to get to Lakeside Foods. A solution to this would be to rename a portion of High Street. The Public Works Committee recommended changing the name of this portion of High Street to Lakeside Drive. Discussion followed. Alderman Zajkowski moved to approve this recommendation, seconded by Alderman Kittel and carried.

Bicycle and Pedestrian Master Plan Update

Noah Wiedenfeld reviewed updates to the Bicycle and Pedestrian Master Plan. Projects must be listed in this master plan in order to be able to apply for grant funds. Discussion followed. The Public Works Committee recommended approval of these updates. Alderman Kittel moved to approve the Bicycle and Pedestrian Master Plan Update, seconded by Alderman Jackson and carried.

County Highway A Trail Project Phasing

Jeremiah Wendt discussed the County Highway A trail. There was an open house this evening regarding this trail. Phase I would be creating connections to existing developments from Willow River Bluffs. Phase 2 would be the County Highway A trail from West Richmond Way to Hwy 65. We would apply for a grant to help with the larger piece of trail along CTH A. The Public Works Committee recommends approval of a design contract with SEH. Alderman Zajkowski moved to approve a design contract with Short-Elliott-Hendrickson for Phase 1 of the project not to exceed \$14,734, seconded by Alderman Jackson and carried.

Ordinance #509 Alleys

Noah Wiedenfeld explained the proposed alley ordinance places weight limits on alleys, requires alleys to be paved with asphalt and shares the asphalt costs 50/50 between the City and the abutting property owners based on lineal frontage. Alderman Zajkowski moved to suspend the rules and adopt Ordinance #509, seconded by Alderman Ard and carried.

Resolution Accepting Improvements in James Place

Jeremiah Wendt stated that water and sewer utility and street improvements in James Place were completed in the fall and lien waivers have been received from two of the three contractors involved in the project. Jeremiah recommended accepting the improvements contingent upon receiving the final lien waiver so the one-year warranty period can begin. The letter of credit has been reduced to the warranty amount. Alderman Zajkowski offered the following resolution and moved for its adoption contingent upon staff receiving the third lien waiver:

RESOLUTION NO. 021801
CITY OF NEW RICHMOND
ST. CROIX COUNTY, WISCONSIN
A RESOLUTION AUTHORIZING ACCEPTANCE
OF IMPROVEMENTS CONSTRUCTED BY
BASS LAKE, INC.

WHEREAS, the property developer Bass Lake, Inc. ("Developer") has constructed certain water, sanitary sewer, storm sewer, and street improvements on Leila Lane from James Place eastward 400 feet and on James Drive from N 4th Street southward 320 feet in the James Place Development as required by a Development Agreement dated June 21, 2017; and

WHEREAS, Developer has submitted a lien waiver certifying that no debt remains outstanding for construction of the improvements; and

WHEREAS, the City's Director of Public Works has inspected the improvements and

recommends acceptance of the same;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL FOR THE CITY OF NEW RICHMOND, AS FOLLOWS:

The Common Council hereby accepts the street and utility improvements on Leila Lane from James Place eastward 400 feet and on James Drive from N 4th Street southward 320 feet.

This Resolution shall be in full force and effect from and after its passage and approved as provided by law.

Motion was seconded by Alderman Kittel and carried.

Resolution #021802 – TAP Grant

Noah Wiedenfeld requested authorization to apply for a TAP Grant for the County Road A Trail project. The grant would cover 80% of the cost of the project. Alderman Zajkowski offered the following resolution and moved for its adoption:

RESOLUTION #021802

A RESOLUTION IN SUPPORT OF A GRANT REQUEST FROM THE WISDOT TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FOR THE CONSTRUCTION OF AN OFF-ROAD TRAIL FACILITY ALONG COUNTY ROAD A BETWEEN WEST RICHMOND WAY AND SOMERSET ROAD

WHEREAS, the State of Wisconsin Department of Transportation makes grant funding available for the planning, design, and construction of bicycle and pedestrian facilities that will serve utilitarian trips that might otherwise be made by automobile; and

WHEREAS, the segment of CTH A between West Richmond Way and Somerset Road averages over 5,000 vehicles per day and currently lacks bicycle and pedestrian accommodations; and

WHEREAS, CTH A is expected to serve even more traffic in the future because of new residential and commercial development; and

WHEREAS, an off-street facility would improve connectivity to Westfields Hospital & Clinic, the Nature Center, the Business & Technical Park, and the City's existing trails system; and

WHEREAS, as part of the grant process, the State of Wisconsin Department of Transportation requires a resolution from the City Council agreeing to commence the project within four years from the date project award and complete all work prior to June 30, 2025.

THEREFORE, the New Richmond City Council resolves that the City of New Richmond, if awarded the funding from WisDot for the 2018-2022 TAP award cycle, is authorized to accept the award and enter into required agreements with WisDOT for this project; and

BE IT FURTHER RESOLVED that the City of New Richmond agrees to comply with the applicable laws, requirements, and regulations as outlined in the WisDOT 2018-2022 TAP application materials, the State-Municipal Agreement between WisDOT and the City of New Richmond, and all other program and project documentation.

Motion was seconded by Alderman Kittel and carried.

Resolution #021803 – Loyalty Day Proclamation

Alderman Ard offered the following resolution and moved for its adoption:

Resolution #021803

The City of New Richmond Office of the Mayor Proclamation

VFW Wisconsin State Loyalty Day Parade 2018

WHEREAS; Loyalty Day, first noticed in 1921 is the day whereby citizens affirm their loyalty to our flag, community, state and country; and

WHEREAS; Our Nation has endured and overcome times of tribulation and challenge by joining together in the defense of Freedom; and

WHEREAS; It is by the actions and sacrifice of American citizens that this Nation comprised of all manner of race, creed and religion defends and honors the right of all to be free; and

WHEREAS; New Richmond VFW Memorial Post 10818 and its Auxiliary have been selected to host the VFW Wisconsin State Loyalty Day Parade on Saturday, April 28, 2018 with the theme "United We Stand, We Will Not Be Divided,"

NOW, THEREFORE, I, Fred Horne, Mayor of the City of New Richmond, do hereby proclaim April 28 2018 as Loyalty Day in "The City Beautiful."

IN TESTIMONY WHEREOF, I have Hereunto set my hand and caused the Great Seal of the City of New Richmond to be affixed this 12th day of February, 2018.

Motion was seconded by Alderman Jackson and carried.

Authorization to Bid Roof Repairs

Rae Ann Ailts requested permission to request bids for roof repairs on the sports center, municipal buildings with asphalt shingle roofs and Well House #6. We have received insurance proceeds to pay for the repairs. Alderman Ard moved to authorize staff to advertise for bids for roof repairs, seconded by Alderman Jackson and carried.

TID #6 100% Expenditure Audit

Rae Ann Ailts explained that State Statute requires three audits over the life of the TID. This audit will be the second one for TID# 6, which is required within twelve months after the end of the expenditure period which ended on September 11, 2017. We have until September 11, 2018 to complete the audit. The estimated cost for Baker Tilly to complete this audit is \$5,750 to \$7,250 and will include compliance and financial testing to begin in February and finish in June. The Auditor's opinion will be issued in July of 2018. Alderman Ard moved to approve Baker Tilly's engagement letter dated January 9, 2018 in an amount not to exceed \$7,250, seconded by Alderman Jackson and carried.

Economic Development Commission Proposal

Mike Darrow recommended development of a new economic development commission with three subcommittees. The proposed process would include three steps: 1) a call for service requests. Interested stakeholders would be asked to provide a short narrative of their interest in serving; 2) Informal interviews with the Mayor and members of the City Council; and 3) Formal recommendations to the City Council, as well as a proposed ordinance establishing this new committee. Discussion followed. Alderman Ard moved to proceed with the process to solicit members, seconded by Alderman Zajkowski and carried.

No Work Session in February

There will not be a work session this month.

Communications and Miscellaneous

Eggs and Issues with the Chamber will be at WITC on Friday, February 23, 2018 at 7:30 a.m. The State of the City will begin at 8:00 a.m. There will be a Loyalty Day business display challenge for the week prior to the Loyalty Day Parade on April 28, 2018. Registration is now open for the parade.

Closed Session

Alderman Ard moved to go into Closed Session per State Statute 19.85 (1)(c)(e)(f)— TID # 9, TID# 6, Personal Property Tax Collections, and Personnel, seconded by Alderman Kittel, and carried.

Open Session

Alderman Ard moved to proceed with TIF# 9 as discussed in Closed Session, seconded by Alderman Zajkowski and carried.

Alderman Ard moved to proceed with TIF# 6 as discussed in Closed Session, seconded by Alderman Jackson and carried.

Alderman Ard moved to proceed with personal property tax collections as discussed in Closed Session, seconded by Alderman Jackson and carried.

Alderman Ard moved to proceed as discussed in Closed Session regarding personnel, seconded by Alderman Jackson and carried.

Alderman Volkert moved adjourn the meeting, seconded by Alderman Ard, and carried.

Meeting adjourned at 9:55 p.m.

Tanya Batchelor
City Clerk